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# USAREUR Bulletin

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Number 5

HQ USAREUR/7A, Unit 29351, APO AE 09014

1 March 2001

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This bulletin expires 1 year from date of publication.

## WOMEN'S HISTORY MONTH

Women's History Month will be celebrated during the month of March. The theme of this year's observance is "Celebrating Women of Courage and Vision."

Commemorative events will be conducted throughout USAREUR to mark this observance. Leaders should refer to USAREUR Pamphlet 600-21 and encourage participation in these events within mission constraints.

## IMC CHANGES TO CIOCC

The USAREUR Information Management Committee (IMC) has been renamed the Chief Information Officer Council of Colonels (CIOCC).

This change will be published in the new USAREUR Supplement 1 to Army Regulation 25-1.

## ON-LINE PERSONNEL ROSTERS

Names of personnel assigned overseas and their e-mail addresses (to the extent that the e-mail address is constructed using an individual's name or a portion thereof) are considered For Official Use Only and will not be posted on public webpages or on webpages that are restricted to specific domains (for example, .gov, .mil). Units may, however, post duty-position titles, duty-telephone numbers, and generic duty e-mail addresses (that is, those that are constructed using an abbreviated form of the position title, rather than the name of the person).

The Office of the Assistant Secretary of Defense issued this policy for all of DOD. The policy states that "all information" on websites protected only by domain restrictions (for example, .gov, .mil) or Internet protocol (IP)-address restrictions must be

"approved and authorized" for public release. Personnel rosters of "overseas, sensitive, or routinely deployable units" will not be posted on webpages with "weak" access restrictions (that is, webpages that are public (no domain restrictions) and webpages that are restricted to specific domains or IP addresses). The DOD policy is prescribed by Web Site Administration Policies & Procedures, Office of the Assistant Secretary of Defense (Command, Control, Communications, and Intelligence), 25 November 1998, at [http://www.defenselink.mil/admin/dod\\_web\\_policy\\_12071998.html](http://www.defenselink.mil/admin/dod_web_policy_12071998.html).

Based on the above, USAREUR and tenant commands (USAREUR Reg 10-5, app A), HQ USAREUR/7A staff offices, and all other organizations connected to USAREUR networks will remove names and e-mail addresses of their assigned personnel from organizational webpages, unless the webpage is on the Army Secret Internet Protocol Router Network.

Names, telephone numbers, and e-mail addresses of assigned personnel will continue to be published in USAREUR Circular 10-10, Directory of Key Personnel, United States Army, Europe, which is published only on paper. Units may subscribe to this circular through the USAREUR Publications System (UPUBS).

Units that wish to post titles of key positions with telephone numbers may do so by publishing this information in USAREUR Circular 10-10-1, Directory of Key Positions, United States Army, Europe. This circular is published only electronically and is available in the Electronic Library of USAREUR Publications and AE Forms at <http://www.aeaim.hqusareur.army.mil/library/home.htm>. Requests to include information in USAREUR Circular 10-10-1 may be sent to the Commander, USAREUR/7A, ATTN: AEAIM-P, Unit 29351, APO AE 09014, e-mail: [pubsmail@hq.hqusareur.army.mil](mailto:pubsmail@hq.hqusareur.army.mil), or fax 370-6568.

## COMMUNICATIONS SECURITY

USAREUR personnel will not process, store, or send classified information on nonsecure telecommunications systems. DOD telecommunications systems include computer networks, fax machines, modems, telephones, and radios. Use of official DOD telecommunications systems constitutes user consent to information systems security monitoring.

Commanders will ensure the following telecommunications security notification requirements are met:

➤ Official Army telephone or communications directories published in USAREUR will display the following security notice on the front cover or prominently in the general information section:

### ATTENTION!

DO NOT PROCESS, STORE, OR TRANSMIT CLASSIFIED INFORMATION ON NONSECURE TELECOMMUNICATIONS SYSTEMS. OFFICIAL DOD TELECOMMUNICATIONS SYSTEMS—INCLUDING TELEPHONES, FACSIMILE MACHINES, COMPUTER NETWORKS, AND MODEMS—ARE SUBJECT TO MONITORING FOR TELECOMMUNICATIONS SECURITY PURPOSES AT ALL TIMES. USE OF OFFICIAL DOD TELECOMMUNICATIONS SYSTEMS CONSTITUTES CONSENT TO INFORMATION SYSTEMS SECURITY MONITORING.

➤ DD Form 2056 (Telephone Monitoring Notification Decal) must be on telephones (excluding tactical telephones) and fax machines (excluding machines that are part of another device) in the Army, including secure telephone units, third generation (STU-IIIs). When the DD Form 2056 is put on STU-III instruments and fax machines used to send and receive classified information, the statement "DO NOT DISCUSS CLASSIFIED INFORMATION" will be removed.

➤A computer log-on security notice is on all computer systems (AR 380-53).

➤New personnel will receive a briefing on the information above.

The Office of the Deputy Chief of Staff, Intelligence, HQ USAREUR/7A, has more information on communications security (370-7214).

## PERSTEMPO MANAGEMENT

The Department of the Army has set a deadline of 30 March 2001 by which units must be registered and entering deployment data into the Personnel Tempo (PERSTEMPO) automated database. Units with unit identification codes ending with AA must ensure that they have a PERSTEMPO user registered and actively entering PERSTEMPO data into the database by this date.

The PERSTEMPO reports module should be functional on 12 March, and a web-based, interactive training module in place by the end of March.

The 1st Personnel Command PERSTEMPO webpage at <http://144.170.217.12/perstempo/perstempo.htm> provides PERSTEMPO policy and procedures and information on how to register users. The POC for user registration is Staff Sergeant Teter, DSN 379-6390 or e-mail: [jerry.teter@hq.1perscom.army.mil](mailto:jerry.teter@hq.1perscom.army.mil).

## NEW ELECTRONIC PUBLICATIONS

The following USAREUR publications have just been published and are available only in electronic format in the Electronic Library of USAREUR Publications and AE Forms at <http://www.aeaim.hqusareur.army.mil/library/home.htm>:

➤USAREUR Supplement 1 to AR 1-211, Attendance of Military and Civilian Personnel at Private Organization Meetings, 14 February 2001

➤USAREUR Regulation 690-76, Wages and Salaries—Overtariff Supplements for Local National Employees, 22 February 2001

➤USAREUR Regulation 690-76-G, *Löhne und Gehälter—Außertarifliche Zulagen für ortsansässige Arbeitnehmer*, 22 February 2001

➤USAREUR Regulation 715-6, USAREUR Acquisition Management Staff Officers, 22 February 2001

## NEW USAREUR COMMAND MEMORANDUMS

The following USAREUR command memorandums have been distributed as shown:

➤USAREUR Command Training Guidance, FY 01-02, AEAGC-TD-OPD (370-8666), 2 February 2001 (Dist: A)

➤2001 Army Emergency Relief Fund Campaign, AEAGA-G (370-6061), 20 February 2001 (Dist: C)

➤USAREUR Child-Supervision Policy, AEAGA-GY (370-8178), 20 February 2001 (Dist: C)

➤Suicide-Prevention Training, AEAGA-M (370-7583), 21 February 2001 (Dist: A)

Units included in the distribution should have received their copies. Proponent telephone numbers are listed after the office symbols. These memorandums are also available in the Electronic Library of USAREUR Publications and AE Forms at <http://www.aeaim.hqusareur.army.mil/library/home.htm>.

## USAREUR CONSIDERATION OF OTHERS PROGRAM

The policy in memorandum, HQ USAREUR/7A, AEAE0, 5 August 1998, subject as above, will continue in effect until 5 March 2002.

## WEEKLY UPDATE

To find out which USAREUR publications and AE forms have been digitized each week, personnel should check the Weekly Update section in the Electronic Library of USAREUR Publications and AE Forms at <http://www.aeaim.hqusareur.army.mil/library/home.htm>.

## HOW TO USE THIS BULLETIN

HQ USAREUR/7A publishes the USAREUR Bulletin (UB) on the 1st and 15th of each month.

Only items sent by or through a HQ USAREUR/7A staff office will be accepted for publication in the UB. HQ USAREUR/7A staff offices may send items by fax (370-6568), mail (HQ USAREUR/7A, ATTN: AEAIM-P, Unit 29351, APO AE 09014), or e-mail ([pubsmail@hq.hqusareur.army.mil](mailto:pubsmail@hq.hqusareur.army.mil)).

The UB is distributed only by e-mail. Publications clerks who subscribe to the UB will forward each edition of the UB to e-mail accounts in their areas of responsibility.

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Personnel with questions or comments about this bulletin may contact the UB editor by telephone (370-6755) or e-mail ([pubsmail@hq.hqusareur.army.mil](mailto:pubsmail@hq.hqusareur.army.mil)).

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